

PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD MEETING

February 26, 2009

PRESENT: Donajane Brasch, Tom Diedrick, Patricia Finder-Stone, Keith Pamperin, Tom De Wane,

EXCUSED: Judy Parrish, Libbie Miller, Pat Cochran

ALSO PRESENT: Sunny Archambault, Arlene Westphal, Debra Bowers, Ron Niesing, Jennifer Nelson, Diana Brown, Steve Daniels

PLEDGE OF ALLEGIANCE.

Chairperson Diedrick called the meeting to order at 8:30 a.m.

ADOPTION OF AGENDA: A motion was made by Sup. De Wane and seconded by Mr. Pamperin to adopt the February 26, 2009 agenda. **MOTION CARRIED.**

INTRODUCTIONS were made.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF DECEMBER 10, 2008: Mr. Diecrick asked for any additions, corrections, or deletions to the minutes of the regular meeting of December 10, 2008. Ms Brasch noted a correction on page 2 paragraph 7. HRIS should be HIRSP (Health Insurance Risk Sharing Pool).

Ms Finder-Stone moved and Sup. De Wane seconded to approve the minutes of the regular meeting of December 10, 2008 with the above noted correction. **MOTION CARRIED.**

FINANCIAL REPORT:

A. REVIEW AND APPROVAL OF THE DECEMBER 2008 REPORT: Ms. Archambault reported that this was the Pre-Audit Financial Report. The December report shows that we are strong financially. The report indicates an increase in Food Costs; however, we are also over in revenues so this will balance out.

Ms. Archambault noted that we would not be able to carry over the balance of the Falls Prevention Grant. The governor is requiring departments to return any unspent revenue to help address state budget issues.

For the benefit of new board members, Ms. Archambault took a few moments to give a brief overview of the Expense and Revenue Reports as well as the Miscellaneous Revenue/Expense Account Detail, the 2008 Equipment Budget, Restricted Donations,

the Capital Campaign Status Report, the Fiscal Agent Payroll Summary, the Designated/Undesignated Net Asset Report and the Total Meal Program.

Sup. De Wane moved and Ms. Brasch seconded to approve the December 2008 Financial Report. **MOTION CARRIED.**

B REVIEW AND APPROVAL OF RESTRICTED DONATIONS: Board Members reviewed the restricted donations of \$1,000 for Home Delivered Meals from the Wood Family, \$1 000 for I&A from the Calaway Family, \$200 for agency use from the Cox Family, and \$1,253.50 for Home Delivered Meals from the Dept. of Corrections/auction.

Sup. De Wane moved and Mr. Pamperin seconded to approve the Restricted Donations. **MOTION CARRIED.**

REVIEW OF MODERNIZATION ACTIVITIES FROM 2009 ADRC PLAN & BUDGET:

- A. REVIEW OF BOARD JOB DESCRIPTION:** The ADRC Plan & Budget requires that board member job descriptions include support of ADRC staff that perform one-to-one advocacy. The Executive Committee needs to bring its recommendations for the board to consider at its April meeting.
- B. DISCUSSION OF BOARD RECRUITMENT PROCEDURE:** The second activity to be addressed includes the development of a board recruitment procedure. Our plan states that the Executive Committee will present its recommendation to the Board for its approval by the April 2009 Board Meeting. The chairperson and the director will then review the standards with the county executive by May 31, 2009.

Ms. Archambault also drew board members attention to the state's ADRC Board Member Position Description that lists the responsibilities of an ADRC Board once Family Care is implemented in a county.

The current members of the Executive Committee are Mr. Diedrick, Ms. Parrish, and Ms. Cochran. Ms. Archambault asked for another volunteer to serve on that committee. Mr. Pamperin agreed to do so.

UPDATE ON LEGISLATION RELATING TO ADRC CONSUMERS: Ms. Archambault distributed a summary of the Governor's proposed state budget for programs and services for seniors. She reviewed each of the programs and services for the elderly and noted the impact the proposed budget would have on ADRC consumers. She stated that the Governor's proposed budget would expand Family Care to serve 90% of the state's population by the end of the biennium. Funding for Family Care in thirteen counties, including Brown County, would be postponed until the 2011-2013 budget.

Mr. Diedrick added that state budget for Independent Living Centers that serve persons with disabilities decreased significantly. In addition, he is concerned about the inadequate funding

for specialized transportation services. He stated that while a person with a disability may have Medical Assistance that would pay for transportation, many rural communities do not have any specialized transportation providers. This makes it very difficult for those persons to keep medical appointments.

BENEFITS SPECIALIST PROGRAM UPDATE: Mr. Niesing introduced himself as one of the agency's three Disability Benefit Specialists. When he first started at the ADRC 3 years ago, there were only 10 Disability Benefit Specialists in Wisconsin. Today there are 30. The goal is to have one Disability Benefit Specialist in every county.

Mr. Niesing went on to explain that the Disability Benefit Specialist (DBS) Program provides benefits counseling for adults ages 18 to 59 with physical disabilities, developmental disabilities, mental illness and/or substance use disorders. They provide information on public and private benefits and programs, help determine which benefits/programs the client is entitled to and discuss the client's choices and the programs and/or services that might best meet their needs. In some cases the client is able to continue the process on their own with minimal follow-up. Otherwise, the DBS helps by filling out applications and provides assistance in obtaining benefits and services. They advocate by writing letters, making referrals to other programs, and when needed, helping with appeals and hearings.

Some of the areas and programs the DBS help with include Medicaid, Social Security Disability Income, Supplemental Security Income, Medicare, including Part D, Prescription Drug Assistance Programs, Community Care Programs, Low-Income Tax Credits, Private Health and Disability Insurance Issues, Housing and Utility Issues and Veterans' Benefits. Mr. Niesing explained that there is no charge for DBS services; however, reports are generated to determine the financial impact of the Benefit Specialist on each case.

DIRECTOR'S REPORT: Ms. Archambault reported on the following:

- Ms. Archambault informed board members that 3 staff members will be leaving the agency. Lisa Younk, Clerk Typist, has accepted employment elsewhere, Ann Golueke, a social worker in the I&A Department, has accepted a position with Bellin Health, and Rose Andre, the Program Coordinator for the Pulaski Senior Center will be retiring on May 6th. Jeremy Slusarek, our part-time Clerk Typist, will be out until the end of March. With both Lisa and Jeremy out we have no clerical support and many of their duties have been assigned to other staff. We are presently recruiting for Lisa and Ann's positions and will be recruiting for Rose's position in the near future.
- Ms. Archambault also shared the correspondence included in the Board Packet from Richard-a parent of a consumer we had served. Richard wrote expressing how grateful he and his wife were for the wonderful experience they had encountered at the Aging & Disability Resource Center when working with various staff on issues pertaining to their disabled daughter. He complimented the Resource Center on their direction and on the wonderful staff.

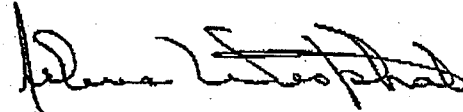
ANNOUNCEMENTS: Announcements were as follows:

- Ms. Finder-Stone announced that there will be a press conference held at noon today at the courthouse to address the issue of secondhand smoke. She distributed a fact sheet created by SmokeFree Wisconsin & The Tobacco Control Resource Center for Wisconsin along with a 100% Smoke-Free dining Guide for Brown County.

NEXT MEETING DATE – MARCH 26, 2009: Mr. Diedrick announced that the next scheduled meeting would be at 8:30 a.m. on March 26, 2009 at the ADRC.

ADJOURN: Ms. Finder-Stone moved to adjourn and Sup. De Wane seconded. **MOTION CARRIED.** The meeting adjourned at 9:50 a.m.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'Ariene Westphal', written over a horizontal line.

Ariene Westphal, Secretary